

BUILDING DEVELOPMENT COMMISSION

Minutes of May 17, 2016 Meeting

Jonathan Bahr opened the Building-Development Commission (BDC) meeting at 3:05 p.m. on Tuesday, May 17th 2016.

Present: Jonathan Bahr, Travis Haston, Chad Askew, Tom Brasse, Melanie Coyne, Michael Stephenson, Rodney Kiser, Wanda Towler, Rob Belisle and John Taylor

Absent: Scott Shelton, Ben Simpson and Hal Hester

1. MINUTES APPROVED

Travis Haston made the motion to approve the minutes from the April 19th Building Development Commission Meeting; seconded by Tom Brasse. The motion passed unanimously.

2. BDC MEMBER ISSUES & INDUSTRY ASSOCIATION ISSUES

John Taylor discussed issues with Architect/Owner saying there has to be a better way to relay information upfront during Plan Review. The product material was discussed in Plan Review then unable to use product in the field. Issue known, supplemental information given and permit issued. John asked for a conversation outside of May BDC meeting.

Tom Brasse gave kudos to Patrick Granson and his group for work with city and getting us over the hurdle.

3. PUBLIC ATTENDEE ISSUES

No public attendee issues.

4. BUILDING SAFETY MONTH & CODE HEROES

May is Building Safety Month, the Department recognized a few of our community partners who helped us complete our mission of saving lives and preventing injury by ensuring development in Mecklenburg County is safe and compliant with state building codes.

The following were thanked and recognized as Code Enforcement's 2016 Code Heroes:

- **Rodgers Builders**, as an outstanding contracting partner
- **Childress Klein**, as a leader in collaborative project delivery
- **Harry Sherrill**, AIA, former BDC member

5. BIM-IPD TEAM UPDATE

Howard Grindstaff provided a descriptive project update on the following projects:

VA Care Center

Certificate of Occupancy issued January 27, 2016 and multiple small review/permits still remain for equipment connections as they are delivered.

Davidson College Martin Science Building

New Addition 85 % complete, T.C.O. Inspections to begin June 1, 2016, exterior finish and landscaping 60 % complete, renovation of existing Martin Science Building to begin immediately after the move to new addition.

Charlotte Office Building (C.O.B.)

Plan review is complete on full core/shell package, column strengthening is complete, all tie ins to existing building are complete, floor slabs complete up to 4th floor or 19 floors.

Sealed Air

Buildings A, B and C are now in the dry, buildings A, B and C MEP has started rough ins, buildings D, E and F have footings at 90% complete, project is ahead of projected schedule.

Stonewall Station

Plans for phases 1 and 2 have been approved, phases 3, 4, 5 and 6 have been reviewed and are in the process of collaborative review, rough site work at 60%, caissons and shallow footings have now begun.

Brigham Hotel and Parking Structure

Hotel has had preliminary, umbrella permit has been issued, plans pending submittal. Parking Deck has footings at 90% complete, foundation walls at 20% complete.

Charlotte Douglas International Airport

HCD Team has taken over all plan review and inspection duties at CDIA. There will be a transition from regular inspections to our team through end of 2016. 2 preliminary reviews have taken place, 1 as an on-schedule review, 1 (Concourse A addition) will use the HCDT process. Regular inspections finishing 3 projects over halfway through construction.

Home2Suites

9 stories, 116,528 square feet, type 1-B construction, R-2 along with A-2, A-3 and B occupancy's totaling approximately 30,000 square feet, 156 guest rooms, Parking Deck of Stonewall Station will be utilized for required parking.

Mecklenburg County Valerie Woodard Center

Project is in the very early design stages, no preliminary scheduled, PM held a process meeting with Architect to discuss the HCDT process and work flow.

Jonathan Bahr asked how things went with the VA project and BIM? Howard Grindstaff shared that it was much quicker. 300 changes in RTAP, came in six months early and \$3MM under budget.

Michael Stephenson asked for screenshots of how you go through the process model. Howard said he would show this in his next quarterly update.

Travis Haston asked how you decide who qualifies? Jim described deliverance of BIM and collaborative delivery projects in an umbrella permitting tool, decisions are made by Howard and the Directors.

Jon Taylor asked if inspections are tracked in the model? Howard described the process used in BlueBeam Studio. Sheets are color coded allowing easy access and all notes are available for those involved.

Jonathan Bahr asked if one inspector is used. Howard said it is not preferred as an additional set of eyes are needed.

6. GARTNER TASK FORCE RECOMMENDATIONS.

Jim Bartl reminded BDC members that an updated TF Progress Tracking Chart was sent to BDC members last Thursday, describing a minimum list of things accomplished since last report to the BDC in the January, 2016 meeting. Jim went on to describe that on Item 2 - AE best practice; follow up work completed with AE's. Now plugging in 3 agreed changes. OnSchedule projects failing 3rd cycle requiring exit meeting and next cycle entry meetings; same thereafter. Department to work on automating identification of repeat gate offenders (unprepared AE's). Their status would change to requiring a preliminary review on all projects. Plan reviewers participating in "1st time customer" preliminary reviews will reach out to the parallel Licensed Design Professional two weeks later to see if they have any questions. Item 4 - training on services; Answer Book now 75% complete. Item 6 - role of customer liaisons; remind customers of the CSC liaison role and availability ongoing. Item 7 - know your team contact; remind customers that each project has a PM assigned in plan review and a CEM assigned during construction and ongoing. The latter is indicated on the permit itself. Item 8 - RTAP; AE best practice work extended priority RTAP review to AE superior performers, where the RTAP is field inspection driven (not for owner driven RTAP's). Item 14 - Consistency; brown bag lunch session held with industry on April 29. Consistency review/training sessions held with all staff as well. Consistency policy plugged into orientation program.

Jonathan Bahr asked for update on Gartner recommendations. Jim shared we are working on a First In First Out (FIFO). The City/County are working hardest on the Technology piece (last part). **Chad Askew** referred to large mega projects struggling with OnSchedule second round reviews. Patrick Granson stated the gating and exit meetings have to happen quickly. Chad asked if it is an option to schedule second cycle at first review? Patrick shared the challenge is the exit meeting then getting back in line for the job with the original review, and how much weight does exit meeting provide. Chad said with large projects when submitting, you can schedule at that time. Jim reminded that in fall of 2013 we offered a set time for second cycles if the customer chose to do so. Chad said this option is not being shared as an option. Patrick said this type schedule may or may not happen.

7. OPEN COUNTER SCOPE REVIEW

Patrick Granson described this initiative follows up work requested by the AE/GC Task Force, the Gartner Report and focus group discussions held in early 2015, saying we have entered into a joint contract with the City of Charlotte to provide a better customer service experience for our novice customer base. The new software to be implemented, has a couple of targeted areas directly impacting the customer's experience. Benefits of new software include:

- ✓ A tool for new business owners researching various locations within the City of Charlotte when opening a new business.
- ✓ Provides a roadmap of required processes and/or agency streams, which will assist the customer with permits and/or ordinance requirements.
- ✓ Provides a helpful guide for new business owners on how to open their business. Customers now have very limited information that is spread out between many different agencies.
- ✓ Provides the new customer a tool to understand property identification, zoning requirements and possible limitations within select areas.
- ✓ 24/7 access

The City and County are working with Open Counter to understand the integration points for this new software within current platforms. We are in the early stages of development and have begun work on service entry points for all on-line information contained on our web pages and how to best plug them in. We are currently on track to rollout this initiative in late September and will keep you updated of our progression on a regular basis.

Tom Brasse asked how this operates. Patrick Granson shared the customer types in the address and the software directs questions that focus in on all locations. A consolidation where small business folks can get their information on how to do their project.

Melanie Coyne asked for a presentation explaining this in layman's terms.

8. DEPARTMENTAL STATICS AND INITIATIVES

APRIL 2016 STATISTICS

PERMIT REVENUE

- April permit (only) rev - \$2,027,517, compares to March permit (only) rev - \$2,292,885
- FY16 budget projected monthly permit rev = \$1,953,190; so April is \$74.3k above projection
- YTD permit rev = \$20,836,824 is above projection (\$19,531,900) by \$1,304,894 or 6.7%.

Construction Value of Permits Issued

- Report temporarily suspended.

Permits Issued:

	March	April	3 Month Trend
Residential	5104	4953	3829/4111/5104/4953
Commercial	2693	2814	2103/2519/2693/2814
Other (Fire/Zone)	318	38	302/365/318/338
Total	8115	8105	6234/6995/8115/8105

- Changes (March-April); Residential down 3%; commercial up 4.5%; total up same

Inspection Activity: Inspections Performed

Insp. Req.	March	April	Insp. Perf.	March	April	% Change
Bldg.	8374	7988	Bldg.	8244	7992	-3.1%
Elec.	8643	8240	Elec.	7760	7603	-1.3%
Mech.	4369	4356	Mech.	3984	3964	-0.5%
Plbg.	3821	3842	Plbg.	3322	3405	+2.5%
Total	25,207	24,426	Total	23,310	22,964	-1.49%

- Changes (March-April): requests down 3.1%; inspect performed down 1.5% (ranging +2.5% to -3%)
- Insp performed were 94% of insp requested

Inspection Activity: Inspections Response Time (new IRT report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Mar	April	Mar	April	Mar	April	Mar	April
Bldg	77.0	79.3	94.1	94.7	98.9	98.8	1.29	1.28
Elec.	60.2	65.7	89.6	93.8	98.3	99.0	1.51	1.41
Mech.	68.2	68.9	94.0	92.8	98.7	98.5	1.46	1.40
Plbg.	67.6	67.6	91.6	91.0	98.6	98.4	1.43	1.43
Total	67.6	71.0	91.6	93.5	98.6	98.8	1.43	1.37

- Bldg and Elec up 2-5%, Mech and Plbg about the same
- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**; so the April average is currently **14% below goal range**.

Inspection Pass Rates for April, 2016:

OVERALL MONTHLY AV'G @ 81.69% in April, compared to 82.41% in March

<u>Bldg:</u>	March – 76.28%	<u>Elec:</u>	March – 81.56%
	April – 76.08%		April – 80.26%
<u>Mech:</u>	March – 85.37%	<u>Plbg:</u>	March – 90.75%
	April – 84.48%		April – 89.92%

- Building same; Elec, Mech, Plbg down about 1% (.8%-1.3%)
- Overall average down <1%+ from last month, well above the 75-80% goal range.

On Schedule and CTAC numbers for April, 2016

CTAC:

- 82 first reviews, compared to 110 in March
- Projects approval rate (pass/fail) – 53%
- CTAC was 33% of OnSch (*) first review volume; $(82/82+169 = 251) = 32.7\%$
*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

On Schedule:

- September, 14: 189 -1st rev'w projects; on time/early–92% all trades, 94.75% B/E/M/P only
- October, 14: 239 -1st rev'w projects; on time/early–95% all trades, 94% B/E/M/P only
- November, 14: 194 -1st rev'w projects; on time/early–95.6% all trades, 95.25% on B/E/M/P only
- December, 14: 203 -1st rev'w projects; on time/early–95.25% all trades, 94.25% on B/E/M/P only
- January, 15: 185 -1st rev'w projects; on time/early–92.88% all trades, 93.5% on B/E/M/P only
- February, 15: 192 -1st rev'w projects; on time/early–94.75% all trades, 96.5% on B/E/M/P only
- March, 15: 210 -1st rev'w projects; on time/early–95.1% all trades, 97.5% on B/E/M/P only
- April, 15: 240 -1st rev'w projects; on time/early–91.5% all trades, 96.75% on B/E/M/P only
- May, 15: 238 -1st rev'w projects; on time/early–95% all trades, 94.75% on B/E/M/P only
- June, 15: 251 -1st rev'w projects; on time/early–94.95% all trades, 95.82% on B/E/M/P only
- July, 15: 218 -1st rev'w projects; on time/early–91.1% all trades, 90.75% on B/E/M/P only
- August, 15: 215 -1st rev'w projects; on time/early–91.5% all trades, 93% on B/E/M/P only
- September, 15: 235 -1st rev'w projects; on time/early–87.12% all trades, 92.5% on B/E/M/P only
- October, 15: 229 -1st rev'w projects; on time/early–91.79% all trades, 91.62% on B/E/M/P only
- November, 15: 220 -1st rev'w projects; on time/early–93% all trades, 92% on B/E/M/P only
- December, 15: 224 -1st rev'w projects; on time/early–89.4% all trades, 90.75% on B/E/M/P only
- January, 16: 188 -1st rev'w projects; on time/early–85.85% all trades, 84.64% on B/E/M/P only
- February, 16: 219 -1st rev'w projects; on time/early–84.88% all trades, 82.75% on B/E/M/P only
- March, 16: 241 -1st rev'w projects; on time/early–84% all trades, 85.25% on B/E/M/P only
- April, 16: 240 -1st rev'w projects; on time/early–88.38% all trades, 91.25% on B/E/M/P only

Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on May 2, 2016, showed
 - 1-2 hr projects; at 2 work days booking lead, except Building – 6 work days

- 3-4 hr projects; at 2 work days lead, except Bldg – 6 and City Zoning 19 work days
- 5-8 hr projects; at 2 work days lead, except, bldg & MP-10, Elec-8, CMUD-10, and CLT Zon'g -19.
- CTAC plan review turnaround time; BEMP at 10 work days, and all others at 1 day.
- Express Rev'w booking lead time; 5 work days for small projects, 10 work days for large projects

Status Report on Various Department Initiatives

Follow-up from BDC April Meeting

BDC Quarterly Bulletin

Draft completed based on the bullet points noted in the April BDC meeting. BDC Chair comments received. Final copy posted to website on May 16 and e-mailed to NotifyMe registrants on same day.

Best Practice Work on AE Accountability

AE Best Practice changes include; a) failing 3rd cycle, b) RTAP expedited if inspection driven, and c) 1st time customer prelim follow up. In presenting this to you last month, we targeted a July 1st start date. A detailed analysis of these three noted we can start manually; they all involve tech changes. Once we confirm the start date, we will send out a customer notification at least 60 days before change to all subscribing AE's, AIA-C and PENC.

Revit Best Practice; staff met with 5 local Architects on May 2 to discuss and identify Revit related Best Practice amendments. Meeting summary distributed for comment on May 12. After agreement, will circulate summary to all 1/9/15 Best Practice meeting attendees for further comment, before discussing further with the BDC.

Updates on Other Department Initiatives in the Works

State of the Department (SOD) Address Scheduled for May 26

The 20th annual SOD will be held on May 26 at 7am. All BDC members are welcome to attend.

Industry Brown Bag Lunch on Consistency

On April 29th Code Enforcement hosted a “bring your own” brown bag luncheon on Consistency. 21 industry members attended the session, which ran 90 minutes and was held on the 4th floor of our office in the Pine/Frazer Training Room. This follows through on AE-GC-Builder TF topic #14-Consistency, recommendation #2. The Department will repeat this presentation in about 6 months.

Mega Multifamily Inspection Team and Inspections Realignment Project Status

Work will launch before 6/30. The BDC will receive a detailed update in the June BDC meeting.

Customer Service Center Design Project

Update of the Customer Service Center Design project will be provided to the BDC in the June meeting.

Manager/CA Added Comments

No Manager or CA comments.

9. Adjournment

The May 17th meeting of the Building Development Commission adjourned at 4:15 p.m. The next meeting of the Building Development Commission is scheduled for Tuesday, June 21st, 2016.